



Clay-Wilkin-Otter Tail Public Health
www.co.ottertail.mn.us
claycountymn.gov/

Clay County Environmental Health
715 North 11th Street, Suite 303
Moorhead, MN 56560
218-299-7195 or 218-299-7216

License Application for: Food Carts, Mobile Food Units, Seasonal Permanent, or Temporary Food Stands

☐ Renewal

☐ New

☐ Change

Notice to all applicants: Minnesota Statutes, section 270C.72, subd. 4, requires you to supply your Minnesota business tax ID number and your social security number. Minnesota Statutes, Section 176.182 also requires information regarding workers' compensation insurance. All data submitted, except the social security number, is public data.

Applicant/Owner Information

Corporation Name: _____ Primary Officer: _____

Individual Operator: First Name _____ MI: _____ Last Name: _____

Operator's Social Security #: _____ Phone#: _____

MN Business Tax ID#: _____

Designated Mailing Address: _____
Street/PO Box City State Zip

Email Address: _____

Establishment Information

Establishment Name: _____

Phone#: _____ Dates of Operation: _____ through _____

Location (if operated at only one site): _____

Emergency Contact: _____ Emergency Phone#: _____

Workers Compensation Information

Insurance Company name: _____

Designated Address: _____

Policy #: _____ Date of Coverage: _____ Through _____

I certify that I am not required to carry workers' compensation liability coverage because:

- ☐ I am a sole proprietor or partner and I have no employees.
- ☐ I have no employees who are covered by the workers' compensation law. Note: Only employees exempt by statute (spouse, parent, and children) are not covered by the workers' compensation law.
- ☐ I represent a nonprofit association which does not pay more than \$1000 in salary or wages in a year.

Complete page 2 of application



Definitions:

Food Cart – a food and beverage service establishment that is a non-motorized vehicle self-propelled by the operator.

Mobile Food Unit – a food and beverage service establishment that is a vehicle mounted unit, either motorized or trailered and readily movable, without disassembling, for transport to another location. The unit can operate no more than 21 days annually at any one place unless it is operated at the site of and in conjunction with a permanent business licensed under Minnesota Statutes Chapter 157 or Chapter 28A.

Seasonal Permanent Food Stand – a food and beverage service establishment which is a permanent food service stand or building, but operated no more than 21 days annually at any one location.

Seasonal Temporary Food Stand - a food and beverage service establishment that is a food stand which is disassembled and moved from location to location, but which operates no more than 21 days annually at any one location.

Fees

Base Fee (all establishments).....\$150

☐ Food Cart.....\$60

☐ Mobile Food Unit.....\$60

☐ Seasonal Permanent Food Stand.....\$60

☐ Seasonal Temporary Food Stand.....\$60

Total Fee Calculation.....\$210

☐ **If Late Penalty Applies**.....Add \$60

Total Fee Due If Including Late Penalty.....\$270

Notice: An NSF check to this department will require an additional service charge of \$30 per check as in Minnesota Statutes, Section 604.113, subd.2 (a). Additional civil penalties may be imposed for nonpayment.

Food Service Information

Complete the following information. If the menu will vary from one event to another, or if the unit will be operated at different locations, please submit the following information for each event. Use separate sheet as necessary.

1. List all food and beverages that will be served at this establishment and include their sources.
2. List all equipment used in this food service operation:
3. What facilities will be provided for hand-washing purposes?
4. Describe the facilities and procedures used for dishwashing.

I certify that the information provided on this application is accurate and complete:

Signature: _____ Date: _____

For Office Use Only:

Inspector Initials: _____

Check #: _____

Amount: _____

Clay/Wilkin/City of MHD/Otter Tail

Make checks payable to: Clay County Public Health

12/22/2015